



# HOUSE MAJORITY OFFICE

Representative Carlos Lopez – Cantera, Majority Leader

MAJORITY MEMO

## MEMORANDUM

**TO:** Republican Members, Legislative Aides and District Staff of the Florida House of Representatives

**FROM:** Carlos Lopez-Cantera, Majority Leader

**DATE:** January 11, 2011

**RE:** **New Staff Training for Republican Legislative Assistants and District Secretaries**

House Professional Development will provide New District Legislative Assistant and Executive Secretary Training during the January 23 Committee Week. On Monday, January 24, 2011, at 11:45 AM the Majority Office will host lunch and a briefing for new Republican Legislative Assistants and District Secretaries.

As public servants, it is important to equip our staff with the necessary tools to best serve our constituents. I urge all Members to encourage new staff to attend the Majority Office briefing.

As always, please feel free to contact the Majority Office at (850) 488-1993 if you have any further questions.